

City of Liberty Lake
Annual Comprehensive Plan & Development Code Amendments
2020 Docket

Case No.	Development Code: Chapter / Section	Proposed Amendment
CPA2020-001/ LUA2020-0014	City Development Code Sections: <ul style="list-style-type: none"> • §10-2H-3(C)(2) • §10-2I-3(C)(3) River District Development Code Section: <ul style="list-style-type: none"> • §10-2I-3(C)(3) 	Permit Food Trucks as a Limited, Accessory Use in C-1, C-2 & RD-C Zones
CPA2020-002/ LUA2020-0015	City Development Code Sections: <ul style="list-style-type: none"> • §10-1C-(B) 	Update “Junked Vehicle” Definition in Development Code consistent with definition found in RCW 46.55.010
CPA2020-003/ LUA2020-0016	City Development Code Sections: <ul style="list-style-type: none"> • §10-4D-3(B)(1) • §10-4D-3(B)(2) • §10-4D-4(A)(1) • §10-4D-4(A)(2) • §10-4D-4(A)(3) • §10-4D-4(A)(4) • §10-4D-4(B)(1) • §10-4D-4(B)(2) • §10-4D-4(B)(3) • §10-4D-4(B)(4) • §10-4D-7(A)(1, 2,4 & 5) • §10-4D-10(A) • §10-4D-13(C)(1) • §10-4D-13(S)(4) • §10-4D-13(U) • §10-4D-13(V)(1)(a & d) 	Process Improvements in Chapter 10-4D: <ul style="list-style-type: none"> • Eliminating the requirement for providing hard copies of application materials & mylars of plats • Requiring applicants to record plats, short plats, and binding site plans along with Title Notices
CPA2020-004/ LUA2020-0017	City Development Code Sections: <ul style="list-style-type: none"> • §10-2C-7(C) 	Increasing Maximum Lot Coverage for detached single-family housing to 60% in R-2 Zone, consistent with R-1 & R-3
CPA2020-005/ LUA2020-0018	City Development Code Sections: <ul style="list-style-type: none"> • §10-2B-7(C) • §10-2D-7(C) 	Eliminating Minimum and Maximum Lot Sizes in the R-1 and R-3 Zones (approved removal in the R-2 Zone in 2018)
CPA2020-006/ LUA2020-0019	City Development Code Sections: <ul style="list-style-type: none"> • §10-3F-2 	Update of Lighting Standards
CPA2020-007/ LUA2020-0020	City Development Code Sections: <ul style="list-style-type: none"> • §10-4C-4(A)(2) 	Changes to Residential Building Permit application requirements, as based upon changes in the 2018 International Residential Code (IRC)

Review Timeline & Schedule:

March 11, 2020	Planning Commission Review of Potential City-Initiated Docket of Cases
July 8, 2020	Planning Commission Approval of 2020 Docket
August 12, 2020	Planning Commission Workshops:
September 9, 2020	Planning Commission Workshops:
September 18, 2020	SEPA Notice of Availability & NOH Issued
September 25, 2020	SEPA Notice & NOH Published
October 1, 2020	SEPA Comment Period Ends
October 14, 2020	SEPA Appeal Period Ends
October 14, 2020	Planning Commission Hearing
November 4, 2020	Ratification of Recommendations & Conclusions

CPA 2020-001

Permit Food Trucks as a Limited, Accessory Use in C-1, C-2 & RD-C Zones

Amendment to City Development Code §10-2E-3(C), Requirements for Specific M-1 Limited Uses, as follows:

3. Mobile sales / concessions

- a. Requires application for and approval of a Temporary Use Permit as outlined in Section 10-4I-1.
- b. Mobile food service establishments may be located on private property or adjacent parking in the public right-of-way as an accessory use, where a principal use has already been established on the subject property.
- c. Mobile sales/ concessions may be located in public right-of-way when associated with a special community event, such as Liberty Lake Yard Sale Weekend, with the approval of the adjacent property owner or business.
- d. Hours of operation for the mobile concession shall be limited to the hours of operation of the principal use associated with the subject property, except when associated with a community event, in which case the hours of operation for the mobile concession shall be limited to the hours of operation of that community event.

Amendment to City Development Code §10-2F-3(C), Requirements for Specific M-2 Limited Uses, as follows:

5. Mobile sales / concessions

- a. Requires application for and approval of a Temporary Use Permit as outlined in Section 10-4I-1.
- b. Mobile food service establishments may be located on private property or adjacent parking in the public right-of-way as an accessory use, where a principal use has already been established on the subject property.
- c. Mobile sales/ concessions may be located in public right-of-way when associated with a special community event, such as Liberty Lake Yard Sale Weekend, with the approval of the adjacent property owner or business.
- d. Hours of operation for the mobile concession shall be limited to the hours of operation of the principal use associated with the subject property, except when associated with a

community event, in which case the hours of operation for the mobile concession shall be limited to the hours of operation of that community event.

Amendment to City Development Code §10-2G-3(C), Requirements for Specific M-3 Limited Uses, as follows:

4. Mobile sales / concessions

- a. Requires application for and approval of a Temporary Use Permit as outlined in Section 10-4I-1.
- b. Mobile food service establishments may be located on private property or adjacent parking in the public right-of-way as an accessory use, where a principal use has already been established on the subject property.
- c. Mobile sales/ concessions may be located in public right-of-way when associated with a special community event, such as Liberty Lake Yard Sale Weekend, with the approval of the adjacent property owner or business.
- d. Hours of operation for the mobile concession shall be limited to the hours of operation of the principal use associated with the subject property, except when associated with a community event, in which case the hours of operation for the mobile concession shall be limited to the hours of operation of that community event.

Amendment to City Development Code §10-2H-3(C), Requirements for Specific C-1 Limited Uses, as follows:

2. Mobile sales / concessions

- a. Requires application for and approval of a Temporary Use Permit as outlined in Section 10-4I-1.
- b. Mobile food service establishments may be located on private property or adjacent parking in the public right-of-way as an accessory use, where a principal use has already been established on the subject property.
- c. Mobile sales/ concessions may be located in public right-of-way when associated with a special community event, such as Liberty Lake Yard Sale Weekend, with the approval of the adjacent property owner or business.
- d. Hours of operation for the mobile concession shall be limited to the hours of operation of the principal use associated with the subject property, except when associated with a community event, in which case the hours of operation for the mobile concession shall be limited to the hours of operation of that community event.

Amendment to City Development Code §10-2I-3(C), Requirements for Specific C-2 Limited Uses, as follows:

3. Mobile sales / concessions

- a. Requires application for and approval of a Temporary Use Permit as outlined in Section 10-4I-1.
- b. Mobile food service establishments may be located on private property or adjacent parking in the public right-of-way as an accessory use, where a principal use has already been established on the subject property.
- c. Mobile sales/ concessions may be located in public right-of-way when associated with a special community event, such as Liberty Lake Yard Sale Weekend, with the approval of the adjacent property owner or business.
- d. Hours of operation for the mobile concession shall be limited to the hours of operation of the principal use associated with the subject property, except when associated with a community event, in which case the hours of operation for the mobile concession shall be limited to the hours of operation of that community event.

Amendment to City Development Code §10-2H-3(C), Requirements for Specific RD-C Limited Uses, as follows:

2. Mobile sales / concessions

- a. Requires application for and approval of a Temporary Use Permit as outlined in Section 10-4I-1.
- b. Mobile food service establishments may be located on private property or adjacent parking in the public right-of-way as an accessory use, where a principal use has already been established on the subject property.
- c. Mobile sales/ concessions may be located in public right-of-way when associated with a special community event, such as Liberty Lake Yard Sale Weekend, with the approval of the adjacent property owner or business.
- d. Hours of operation for the mobile concession shall be limited to the hours of operation of the principal use associated with the subject property, except when associated with a community event, in which case the hours of operation for the mobile concession shall be limited to the hours of operation of that community event.

CPA 2020-002

Update “Junk Car” Definition Consistent with RCW 46.55.010

Amendment to Definition for “Junked Vehicle” in City Development Code §10-1C-(B) as follows:

Junked vehicle - ~~Any vehicle substantially meeting at least two of the following conditions.~~

- ~~1. Is extensively damaged, such damage including but not limited to any of the following: A broken window or windshield or missing wheels, tires, motor, or transmission.~~
- ~~2. Is or appears to be inoperable.~~
- ~~3. Is without a current, valid registration plate.~~

Any vehicle certified as meeting at least three of the following a requirements:

1. Is three years old or older;
2. Is extensively damaged, such damage including but not limited to any of the following: A broken window or windshield, or missing wheels, tires, motor, or transmission;
3. Is apparently inoperable;
4. Has an approximate fair market value equal only to the approximate value of the scrap in it.

CPA 2020-003

Land Division Process Improvements

Amendments to City Development Code §10-4D-3(B), as follows:

B. Review of Final Plat or Short Plat. Review of a final plat for a subdivision or short plat shall be processed administratively using the approval criteria in Section 10-4D-7.

1. For plats, the following signatures, as applicable, shall be on the face of the plat.

- a. Property Owners of Record
- b. Spokane County Auditor's Certificate
- c. Surveyor's Certificate
- d. City of Liberty Lake

This plat was approved and accepted by the City of Liberty Lake of Spokane County, Washington, on this _____ day of __, 20__.

Mayor, City of Liberty Lake

- e. City of Liberty Lake Planning, Engineering & Building Services
Examined and approved this ____ day of __, 20__.

City of Liberty Lake Director of Planning & Engineering

- f. City of Liberty Lake Engineer
Examined and approved this ____ day of _____, 20__.

City of Liberty Lake Engineer

- g. Spokane County Assessor
- h. Spokane County Treasurer

The original ~~mylar or medium acceptable to the County Auditor~~ of said final plat shall be filed for record with the Spokane County Auditor. One ~~reproducible~~ electronic copy shall be retained by the City, one paper copy shall be filed with the Spokane County Assessor, and one paper copy shall be given to the applicant.

2. For short plats, the following signatures, as applicable, shall be on the face of the plat.

- a. Property Owners of Record
- b. Spokane County Auditor's Certificate

- c. Surveyor's Certificate
- d. City of Liberty Lake Planning, Engineering & Building Services
Examined and approved this ____ day of _____, 20 ____.

City of Liberty Lake Director of Planning & Engineering

- e. City of Liberty Lake Engineer
Examined and approved this ____ day of _____, 20 ____.

City of Liberty Lake Engineer

- f. Spokane County Assessor
- g. Spokane County Treasurer

The original ~~mylar or medium acceptable to the County Auditor~~ of said final short plat shall be filed for record with the Spokane County Auditor. One ~~reproducible electronic~~ copy shall be retained by the City, one paper copy shall be filed with the Spokane County Assessor, and one paper copy shall be given to the applicant.

Amendments to City Development Code §10-4D-4(A), as follows:

A. Preliminary Plat.

In addition to the general requirements described in Section 10-4D-2 above, the preliminary plat application shall consist of drawings and supplementary written material on application forms approved and provided by the City. Complete applications shall contain the following information, as applicable:

1. Site analysis map (~~1 hard copy 24" x 36" min.~~, 1 electronic version in a format requested by the City):
 - a. Streets: Location, name, present width of all streets, alleys, and rights-of-way on and adjacent to the site;
 - b. Easements: Width, location and purpose of all existing easements of record on and adjacent to the site;
 - c. Utilities: Location and identity of all utilities on and abutting the site. If water mains and sewers are not on or abutting the site, indicate the direction and distance to the nearest ones;
 - d. Ground elevations shown by contour lines at 5-foot vertical intervals for ground slopes exceeding 10 percent and at 2-foot intervals for ground slopes of less than 10 percent. Such ground elevations shall be related to some established bench mark or other datum approved by the City Engineer.
 - e. The location and elevation of the closest benchmark(s) within or adjacent to the site (i.e., for surveying purposes);

- f. Potential natural hazard areas, including any flood plains, areas subject to high water table, landslide areas, and areas having a high erosion potential;
 - g. Critical areas, including wetland areas, streams, wildlife habitat, and other areas identified by the City or natural resource regulatory agencies as requiring protection. (See also, Chapter 6 Environment and relevant portions of the Comprehensive Plan.);
 - h. Site features, including existing structures, pavement, wells, large rock outcroppings, areas having unique views, and drainage ways, canals and ditches, and other improvements;
 - i. Designated historic and cultural resources on the site and adjacent parcels or lots;
 - j. The location, size and species of existing trees having a caliper (diameter) of 12 inches or greater at four feet above grade in conformance with Article 10- 3C;
 - k. North arrow, scale, name and address of owner and project designer; and,
 - l. Other information, as deemed appropriate by the Zoning Administrator. The City may require studies or exhibits prepared by qualified professionals to address specific site features and code requirements.
2. Proposed preliminary plat / PUD plat map (~~1 hard copy 24" x 36" min.~~, 1 electronic version in a format requested by the City):
- a. Name of subdivision. This name must not duplicate the name of another subdivision in Spokane County (please check with Spokane County Assessor);
 - b. Date, north arrow, and scale of drawing;
 - c. Vicinity map with the location of the proposed development sufficient to define its location in the City;
 - d. Proposed development boundaries shown on map, a legal description of the site, and location by section, township, and range;
 - e. Names, addresses, and telephone numbers of the owners, contact person, designer, and engineer or surveyor, and the date of the survey with surveyor's certificate;
 - f. Public and private streets, tracts, driveways, open space, parks, trails, etc. with location, names, right-of-way dimensions, and approximate radius of street curves. Tracts shall also have approximate dimensions, area calculation in square feet, and identification numbers or letters;
 - g. Lot, block, dimensions, area calculation in square feet, and building setbacks for all lots;
 - h. Easements: location, width, and purpose of all easements;
 - i. Proposed uses of the property, including all areas proposed to be dedicated to the public or reserved as open space for the purpose of surface water management, recreation, or other use;
 - j. Ground elevations shown by contour lines at 5-foot vertical intervals for

ground slopes exceeding 10 percent and at 2-foot intervals for ground slopes of less than 10 percent. Such ground elevations shall be related to some established bench mark or other datum approved by the City Engineer.

- k. Existing structures that will remain on site;
 - l. Conditions of adjacent property, platted or unplatted, and if platted, giving the subdivision name and showing the streets. If the proposed plat is the subdivision of a portion of an existing plat, the approximate lines of the existing plat are to be shown and a copy of the existing plat, along with any and all recorded covenants and easements;
 - m. Subject site survey data;
 - n. Data table, as applicable:
 - i. Existing and proposed zoning,
 - ii. Comprehensive plan category,
 - iii. Existing and proposed uses,
 - iv. Number of lots,
 - v. Smallest lot size, typical lot size, and largest lot size,
 - vi. Minimum lot frontage,
 - vii. Gross site area,
 - viii. Percent of building coverage - assuming worst case 1/3 of lot covered, ($\# \text{ of lots} \times 1/3 \times \text{average lot area in acres} / \text{gross site area}$),
 - ix. Gross residential density (see Section 10-4D-2, subsection E above),
 - x. Net residential density (see Section 10-4D-2, subsection E above),
 - xi. Building setbacks - front, flanking, side, and rear,
 - xii. Public / common landscaped and open space area (acres),
 - xiii. Percent of open space,
 - xiv. Number of parking spaces required (see Article 10-3D);
 - o. Identification of the drawing as a "preliminary plat" and the drawing shall contain a border size as required by the Spokane County Auditor's office; and
 - p. Other information, as deemed appropriate by the Zoning Administrator.
3. Proposed landscape plan (~~1 hard copy 24" x 36" min.,~~ 1 electronic version in a format requested by the City):
- a. Proposed preliminary plat base map
 - b. The location and height of existing and proposed fences and other buffering or screening materials;

- c. The location of proposed open space, parks, trails, etc.
 - d. The location, size, and species of the existing and proposed plant materials (at time of planting) that will remain on the site;
 - e. Existing and proposed building outlines, location of street fixtures, lighting, and any signage; and
 - f. Other information as deemed appropriate by the City. An arborist's report may be required for sites with mature trees that are protected under Article 10-3C of this Code.
4. Proposed structures (~~1 hard copy 18" x 24" min.~~, 1 electronic version in a format requested by the City):
- a. Building elevations with building height and width dimensions;
 - b. Building materials, color, and type; and
 - c. Other information as deemed appropriate by the City.

Amendments to City Development Code §10-4D-4(B), as follows:

B. Preliminary Short Plat.

In addition to the general requirements described in Section 10-4D-2 above, the preliminary short plat application shall consist of drawings and supplementary written material on application forms approved and provided by the Zoning Administrator. Complete applications shall contain the following information, as applicable:

- 1. Site analysis map (~~1 hard copy 18" x 24" min.~~, 1 electronic version in a format requested by the City):
 - a. Streets: Location, name, present width of all streets, alleys, and rights-of-way on and adjacent to the site;
 - b. Easements: Width, location and purpose of all existing easements of record on and adjacent to the site;
 - c. Utilities: Location and identity of all utilities on and abutting the site. If water mains and sewers are not on or abutting the site, indicate the direction and distance to the nearest ones;
 - d. Ground elevations shown by contour lines at 5-foot vertical intervals for ground slopes exceeding 10 percent and at 2-foot intervals for ground slopes of less than 10 percent. Such ground elevations shall be related to some established bench mark or other datum approved by the City Engineer
 - e. The location and elevation of the closest benchmark(s) within or adjacent to the site (i.e., for surveying purposes);
 - f. Potential natural hazard areas, including any flood plains, areas subject to high water table, landslide areas, and areas having a high erosion potential;
 - g. Critical areas, including wetland areas, streams, wildlife habitat, and other areas identified by the City or natural resource regulatory agencies

as requiring protection. (See also, Chapter 6 Environment, and relevant portions of the Comprehensive Plan.);

- h. Site features, including existing structures, pavement, wells, large rock outcroppings, areas having unique views, and drainage ways, canals and ditches, and other improvements;
 - i. Designated historic and cultural resources on the site and adjacent parcels or lots;
 - j. The location, size, and species of existing trees having a caliper (diameter) of 12 inches or greater at four feet above grade in conformance with Article 10- 3C;
 - k. North arrow, scale, name, and address of owner and project designer; and
 - l. Other information, as deemed appropriate by the Zoning Administrator. The City may require studies or exhibits prepared by qualified professionals to address specific site features and code requirements.
- 2. Proposed preliminary short plat (~~1 hard copy 18" x 24" min.,~~ 1 electronic version in a format requested by the Zoning Administrator):
 - a. Date, north arrow, and scale of drawing;
 - b. Vicinity map with the location of the proposed development sufficient to define its location in the City;
 - c. Proposed development boundaries shown on map, a legal description of the site, and location by section, township, and range;
 - d. Names, addresses, and telephone numbers of the owners, contact person, designer, and engineer or surveyor, and the date of the survey with surveyor's certificate;
 - e. Public and private streets, tracts, driveways, open space, parks, trails, etc. with location, names, right-of-way dimensions, and approximate radius of street curves. Tracts shall also have approximate dimensions, area calculation in square feet, and identification numbers or letters;
 - f. Lot, block, dimensions, area calculation in square feet, and building setbacks for all lots;
 - g. Easements: location, width, and purpose of all easements;
 - h. Proposed uses of the property, including all areas proposed to be dedicated to the public, or reserved as open space, for the purpose of surface water management, recreation, or other use;
 - i. Ground elevations shown by contour lines at 5-foot vertical intervals for ground slopes exceeding 10 percent and at 2-foot intervals for ground slopes of less than 10 percent. Such ground elevations shall be related to some established bench mark or other datum approved by the City Engineer.
 - j. Existing structures that will remain on site;
 - k. Conditions of adjacent property, platted or unplatted, and if platted, giving the subdivision name and showing the streets. If the proposed short plat

is the subdivision of a portion of an existing plat, the approximate lines of the existing plat are to be shown and a copy of the existing plat, along with any and all recorded covenants and easements;

- l. Subject site survey data;
 - m. Data table, as applicable:
 - i. Existing and proposed zoning,
 - ii. Comprehensive plan category,
 - iii. Existing and proposed uses,
 - iv. Number of lots,
 - v. Smallest lot size and minimum lot frontage,
 - vi. Gross site area,
 - vii. Percent of building coverage - assuming worst case 1/3 of lot covered, ($\#$ of lots \times 1/3 \times average lot area in acres / gross site area),
 - viii. Gross residential density (see Section 10-4D-2, subsection E above),
 - ix. Net residential density (see Section 10-4D-2, subsection E above),
 - x. Building setbacks - front, flanking, side, and rear,
 - xi. Public / common landscaped and open space area (acres),
 - xii. Percent of open space,
 - xiii. Number of parking spaces required (see Article 10-3D);
 - n. Identification of the drawing as a "preliminary short plat" and the drawing shall contain a border size as required by the Spokane County Auditor's office; and
 - o. Other information, as deemed appropriate by the Zoning Administrator.
3. Proposed landscape plan (~~1 hard copy 18" x 24" min.~~, 1 electronic version in a format requested by the City):
- a. Proposed preliminary short plat base map
 - b. The location and height of existing and proposed fences and other buffering or screening materials;
 - c. The location of proposed open space, parks, trails, etc.
 - d. The location, size, and species of the existing and proposed plant materials (at time of planting) that will remain on the site;
 - e. Existing and proposed building outlines, location of street fixtures, lighting, and any signage; and
 - f. Other information as deemed appropriate by the City. An arborist's report may be required for sites with mature trees that are protected under

Article 10-3C of this Code.

4. Proposed structures (~~1 hard copy 18" x 24" min.,~~ 1 electronic version in a format requested by the City):
 - a. Building elevations with building height and width dimensions;
 - b. Building materials, color, and type; and
 - c. Other information as deemed appropriate by the City.

Amendments to City Development Code §10-4D-7(A), as follows:

- A. Submission Requirements. Final plats and short plats shall be reviewed and approved by the City prior to recording with Spokane County. The applicant shall submit the final plat or short plat within 5 years of the approval of the preliminary plat or short plat, as provided by Section 10-4D-3 above.
 1. One (1) ~~hard copy of the final plat or short plat map and one (1)~~ electronic copy shall be submitted in a format acceptable to the Spokane County Auditor and shall include the items required under subsection B, Approval Criteria, below.
 2. One (1) ~~hard copy and one (1)~~ electronic copy of the street, grading, and drainage plans shall be submitted. Civil plans shall include City Street Standards submittal requirements, as well as street trees located and selected in accordance with Section 10-3C-4 of this Code, street signs located and selected in accordance with Section 10-3G-2, subsection U of this Code and the City Street Standards, and street lighting located and selected in accordance with Section 10-3G-2, subsection W of this Code.
 3. If required by the Zoning Administrator, a geotechnical letter shall be supplied that lists the soil types within the development site and provides a schematic map identifying soil type areas. The letter must be prepared by a qualified engineer.
 4. The sewer and water plan ~~mylar~~ shall be submitted for the City's review and signature.
 5. ~~Two (2) copies~~ One (1) electronic copy of a plat certificate, ~~a hard copy and an electronic version~~ in a format requested by the City (less than 30 days old).

All final plats and short plats shall comply with RCW 58.17 or other applicable state laws or this Code.

Amendments to City Development Code §10-4D-10(A), as follows:

- A. Filing with County. Once the final plat or short plat has been reviewed, approved, and signed by the applicable agencies and the Mayor, the ~~Zoning Administrator applicant~~ shall, within seven (7) calendar days, file the final plat or short plat with the Spokane County Auditor and the ~~applicant~~ shall be so notified of such filing. Fees to record the final plat or short plat ~~must be submitted to the Zoning Administrator prior to filing shall be the responsibility of the applicant.~~

Amendments to City Development Code §10-4D-13(C), as follows:

C. Contents of Preliminary Binding Site Plan.

Every preliminary binding site plan application shall consist of the preliminary binding site plan, applicable fees, and the following:

a. Maps/Exhibits.

- i. ~~A minimum of one~~ One (1) ~~hard~~electronic copy of the preliminary binding site plan prepared by or under the direction of a licensed professional land surveyor, ~~24" x 36" in size, and~~ with a scale of 1"=50', 1"=100'. If approved by the City, an appropriate scale may be used which does not exceed 1"=200'.
- ii. ~~One electronic version in a format requested by the City.~~
- iii. One copy of the Spokane County assessor's map showing the location of and the existing parcel number of all abutting properties. The approximate location of the subject property shall be clearly marked.
- iv. Environmental checklist per City of Liberty Lake environmental ordinance.
- v. Legal description of the property with the source of the legal description clearly indicated.
- vi. Public notice packet.

Amendments to City Development Code §10-4D-13(S), as follows:

S. Final Binding Site Plan Submittal.

The final binding site plan shall incorporate any conditions of approval imposed by the City and shall be prepared and certified by a licensed professional land surveyor. Submittal of a final binding site plan shall be made within five years of the date of preliminary approval, unless an extension of time has been granted under the provisions of 10-4D-I. A final binding site plan may include all of the lots being created or it may consist of the boundary of the binding site plan. If no lots are being created at the time of filing the final binding site plan, the creation of any lots shall be made by a record of survey under the provisions of RCW 58.09. Final BSP review should be completed within sixty (60) days of submittal.

All final binding site plan submittals shall include the following:

- ~~1. One (1) hard copy of the proposed final binding site plan;~~
- ~~2. 1.~~ One electronic version in a format requested by the City
- ~~3. 2.~~ Final binding site plan fees;
- ~~4. 3.~~ ~~Two (2) copies of a plat certificate, a hard copy and an~~ One (1) electronic version copy of a plat certificate in a format requested by the City (less than 30 days old).

Amendments to City Development Code §10-4D-13(U), as follows:

U. Filing.

Once the final binding site plan has been reviewed, approved and signed by the City, the ~~Zoning Administrator~~applicant shall file the final binding site plan with the county auditor and the ~~applicant~~City shall be so notified of such filing. Fees to record the final binding site plan ~~must be submitted to the Zoning Administrator prior to filing~~ shall be the responsibility of the applicant.

Amendments to City Development Code §10-4D-13(V), as follows:

V. Record of Survey.

1. A record of survey may be filed subsequent to the recording of a final binding site plan to establish lots within the boundaries of the final binding site plan, consistent with the Preliminary Binding Site Plan approval, conditions, and expiration provisions. The record of survey should be reviewed and approved, usually within 45 days, by the Zoning Administrator prior to its recordation.

All record of survey submittals shall include the following:

- a. ~~One (1) hard copy of the proposed record of survey;~~
- b. One electronic ~~version~~copy of the proposed record of survey in a format requested by the City;
- c. Record of survey fees;
- d. ~~Two (2) copies of the plat certificate, a hard copy and an~~ One (1) electronic ~~version~~copy of the plat certificate in a format requested by the City (less than 30 days old).

CPA 2020-004

Increasing Maximum Lot Cover in R-2 Zones

Amendment to City Development Code §10-2C-7(C) as follow:

- C. Restrictions. Structures shall not be placed over an easement that prohibits such placement or encroach into the public right-of-way.

<i>R-2 Land Use</i>	<i>Lot Area</i>	<i>Lot Width / Depth</i>	<i>Lot Coverage</i>	<i>Residential Density</i>
Detached Single Family Housing; Manufactured Homes on Lots	Minimum area: None. Maximum area: None.	Minimum Width: None Maximum Depth: None	Maximum: 50 <u>60</u> percent	Minimum Net Density: 6 dwelling units per acre Maximum Net Density: 12 dwelling units per acre
Two-Family Housing (duplex)	Minimum area: None. Maximum area: None.	Minimum Width: None Maximum Depth: None	Maximum: 70 percent	Minimum Net Density: 6 dwelling units per acre Maximum Net Density: 12 dwelling units per acre
Attached (townhome) Single Family Housing; Clustered Housing	Minimum area: None. Maximum area: None.	Minimum Width: 20 feet at front property line Maximum Depth: None	Maximum: 70 percent*	Minimum Net Density: 6 dwelling units per acre Maximum Net Density: 12 dwelling units per acre
Manufactured Home Parks	See Section 10-2C-3 for Manufactured Home Park standards.			Minimum Net Density: 6 dwelling units per acre Maximum Net Density: 12 dwelling units per acre
Multi-Family Housing	Minimum area: None.	Minimum Width: 50 feet at front property line	Maximum: 70 percent	Minimum Net Density: 6 dwelling units per acre

	Maximum area: None.	Maximum Depth: None		Maximum Net Density: 12 dwelling units per acre
Other Uses	Minimum area: None	Minimum Width: 60 feet at front property line	Maximum: 70 percent	None
	Maximum area: None	Maximum Depth: None		

* Attached Clustered Housing shall be based on the individual project boundary

CPA 2020-005

Eliminating Minimum & Maximum Lot Sizes in R-1 & R-3 Zones

Amendment to City Development Code §10-2B-7(C) as follow:

- C. Restrictions. Structures shall not be placed over an easement that prohibits such placement or encroach into the public right-of-way.

R-1 Land Use	Lot Area	Lot Width / Depth	Lot Coverage	Residential Density
Detached Single Family Housing; Manufactured Homes on Lots	Minimum area: 5000 square feet <u>None</u>	Minimum Width: None Maximum Depth: None	Maximum: 60 percent	Minimum Net Density: 4 dwelling units per acre Maximum Net Density: 6 dwelling units per acre
Attached (townhome) Single Family Housing; Clustered Housing	Minimum area: 2000 square feet <u>None</u> Maximum area: 7500 square feet <u>None</u>	Minimum Width: 20 feet at front property line Maximum Depth: None	Maximum: 60 percent *	Minimum Net Density: 4 dwelling units per acre Maximum Net Density: 8 dwelling units per acre
Other Uses	Minimum area: None Maximum area: 4 acres (excluding parks and recreation uses)	Minimum Width: 60 feet at front property line Maximum Depth: None	Maximum: 70 percent	None

* Attached Clustered Housing shall be based on the individual project boundary

Amendment to City Development Code §10-2D-7(C) as follow:

- C. Restrictions. Structures shall not be placed over an easement that prohibits such placement or encroach into the public right-of-way.

<i>R-3 Land Use</i>	<i>Lot Area</i>	<i>Lot Width / Depth</i>	<i>Lot Coverage</i>	<i>Residential Density</i>
Detached Single Family Housing; Manufactured Homes on Lots	Minimum area: 4000 square feet <u>None</u> Maximum area: 8000 square feet <u>None</u>	Minimum Width: 40 feet at front property line Maximum Depth: None	Maximum: 60 percent	Minimum Net Density: 12 dwelling units per acre Maximum Net Density: None
Two-Family Housing (duplex)	Minimum area: 5000 square feet <u>None</u> Maximum area: 10,000 square feet <u>None</u>	Minimum Width: 40 feet at front property line Maximum Depth: None	Maximum: 70 percent	Minimum Net Density: 12 dwelling units per acre Maximum Net Density: None
Attached (townhome) Single Family Housing	Minimum area: 2000 square feet <u>None</u> Maximum area: 5000 square feet <u>None</u>	Minimum Width: 20 feet at front property line Maximum Depth: None	Maximum: 70 percent	Minimum Net Density: 12 dwelling units per acre Maximum Net Density: None
Manufactured Home Parks	See Section 10-2D-3 for Manufactured Home Park standards.			Minimum Net Density: 12 dwelling units per acre Maximum Net Density: None
Multi-Family Housing	Minimum area for three-family (triplex): 7000 square feet <u>None</u>	Minimum Width: 40 feet at front property line	Maximum: 70 percent	Minimum Net Density: 12 dwelling units per acre

	Maximum area for three-family (triplex): 12,000 square feet <u>None</u>	Maximum Depth: None		Maximum Net Density: None
	Minimum area for multi-family (4 or more units): 7000 square feet <u>None</u>			
	Maximum area: None			
Other Uses	Minimum area: None	Minimum Width: 50 feet at front property line	Maximum: 70 percent	None
	Maximum area: None	Maximum Depth: None		

CPA 2020-006
Update of Lighting Standards

Amendment to City Development Code §10-3F-2 as follows:

10-3F-2 Lighting

- A. Purpose. The purpose of this Section is to provide regulations that preserve and enhance the view of the dark sky; promote health, safety, security, and productivity; and help protect natural resources. The provisions of this Section are intended to control skyglow, glare and light trespass. It is the intent of this Section to provide standards for appropriate lighting practices and systems that will enable people to see essential detail in order that they may undertake their activities at night, facilitate safety and security of persons and property, and curtail the degradation of the nighttime visual environment.
- B. Applicability.
1. All outdoor lighting fixtures installed on private and public property shall comply with this Section. This Section does not apply to interior lighting; provided, that if it is determined by the Zoning Administrator that any interior lighting emitting light outside of the building or structure in which it is located creates a light trespass, the interior lighting shall be subject to the requirements of this Section. Lighting shall also comply with the Non- Residential Energy Code (NREC), as applicable.
 2. In the event of a conflict between the requirements of this Section and any other requirement of the City of Liberty Lake Municipal Code the more specific requirement shall apply.
 3. Exterior lighting plans, photometric calculations and photometry plan as noted and fixture specification sheets (cut sheets) must be supplied to the City to review for compliance with this Section.
- C. Exemptions. The following are exempt from the provisions of this Section provided that they have no glare or other detrimental effects on adjoining streets or property owners:
1. Traffic control signals and devices;
 2. Temporary emergency lighting (i.e., fire, police, repair workers) or warning lights;
 3. Moving vehicle lights;
 4. Navigation lights (i.e., radio/television towers, docks, piers, buoys) or any other lights where state or federal statute or other provision of the City of Liberty Lake Municipal Code requires lighting that cannot comply with this Section. In such situations, lighting shall be shielded to the maximum extent possible, and lumens shall be minimized to the maximum extent possible, while still complying with state or federal statute;
 5. Outdoor lighting approved by the Zoning Administrator for temporary or periodic events (e.g., fairs, nighttime construction);

6. Internally illuminated signs and searchlights permitted under the City Signage Standards (Article 10-3E);
7. Private swimming pools;
8. Seasonal holiday decorations;
9. Window displays;
10. Pedestrian walkway lighting;
11. Residential lighting (excluding luminaires for the sidewalks and roadways);
12. Streetlights shall be designed and installed per Section 10-3G-2, subsection W of this Code;
13. Low light output (under 750 delivered lumens) decorative luminaires; and
14. Accent lighting on the municipal, state, or national flags that is properly shielded to limit direct glare.

D. General Standards. The following general standards shall apply to all nonexempt outdoor lighting fixtures and accent lighting:

1. All outdoor lighting fixtures and accent lighting shall be designed, installed, located and maintained such that there is no light trespass onto adjacent properties under separate ownership ~~(see Figure 2 in subsection F of this section);~~
2. Outdoor lighting fixtures and accent lighting must be shielded and aimed downward (except as noted). ~~Examples of acceptable and unacceptable light pollution control shielding are shown in Figures 1 and 2 in subsection F of this section. The shield must mask the direct horizontal surface of the light source.~~ The light must be aimed to ensure that the illumination is only pointing downward onto the ground surface, with no escaping direct light permitted to contribute to light pollution by shining upward into the sky;
3. Outdoor lighting fixtures and accent lighting shall not directly illuminate public waterways such as the Spokane River, unless it is a navigational light subject to state or federal regulations;
4. Accent architectural lighting shall be directed onto the illuminated object or area and not toward the sky or onto adjacent properties under separate ownership. Colored lighting is allowed for accent as long as it meets this standard. Direct light emissions of such accent lighting shall not be visible above the roof line or beyond the building, structure, or object edge. All accent lighting must be included in trespass calculations noted. Uplight accent lighting is allowed as long as it does not exceed 750 delivered lumens;
5. Spotlighting on landscaping and foliage may be directed upward and shall be limited to 150-watts incandescent luminaires with no more than 750 delivered lumens and comply with other standards in this section;
6. Accent lighting on statues/monuments shall be limited to luminaires with no more than 750 delivered lumens and comply with other standards in this section; and
7. Accent lighting on flags (except as noted above) shall be limited to luminaires with no more than 750 delivered lumens and comply with other standards in this section.

8. ~~All outdoor lighting fixtures must have an IDA Fixture Seal of Approval or equivalent certification, as applicable.~~

E. Prohibited.

1. The following fixtures (luminaires) are prohibited:
 - a. searchlights for any other purpose other than temporary emergency lighting or as allowed under the City Signage Standards (Article 10-3E);
 - b. laser lights or any similar high-intensity light for outdoor use or entertainment
 - ~~c. quartz lamps; and~~
 - ~~d. mercury vapor lamps.~~
2. The city reserves the right to further restrict outdoor lighting including, but not limited to, pole height and level of illumination, when it is deemed to be in the best public interest consistent with the purpose of this Section.

~~F. Figures of Acceptable Shielding and Direction of Outdoor Light Fixtures. The following figures illustrate acceptable and unacceptable outdoor lighting fixtures in the City:~~

~~Figure 1: Freestanding Outdoor Lighting Fixtures~~

[remove]

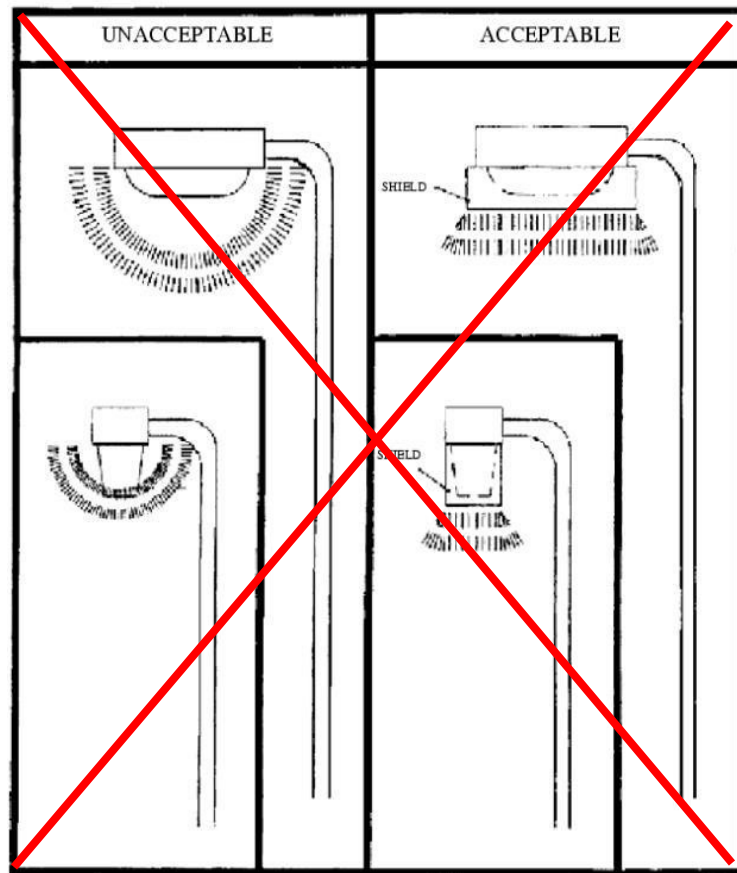
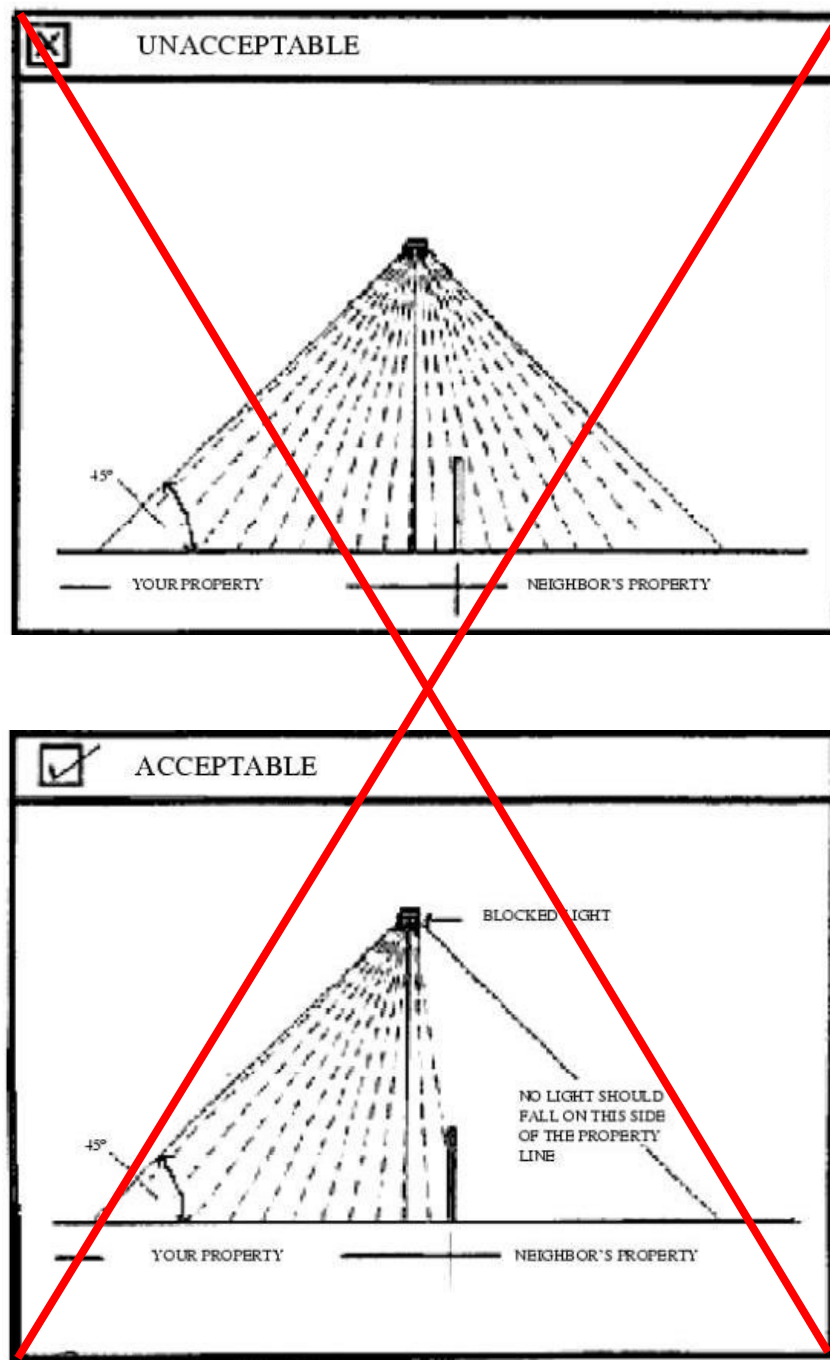


Figure 2: Outdoor Lighting Fixtures – Street and Lot Light Cut-off at Property Line

[remove]



- F. Temporary Outdoor Lighting. Any temporary outdoor lighting that conforms to the requirements of this code shall be allowed. Nonconforming temporary outdoor lighting may be permitted by the zoning administrator for a limited duration, provided that the applicant can demonstrate that such temporary lighting is in the public interest, and any potential annoyance or safety concerns that may result from the non-conforming

temporary outdoor lighting can be mitigated through conditions of approval.

- G. Recreational Facilities. Any light source permitted by this code may be used for lighting of outdoor recreational facilities (public or private). Including but not limited to football fields, soccer fields, baseball fields, tennis courts, or show areas, provided all of the following conditions are met:
1. All fixtures used for event lighting shall be fully shielded or provided with sharp cut-off capability, so as to minimize up-light, spill-light and glare.
 2. All events shall be scheduled so as to complete all activity before or as near to 10:30 p.m. as practical, but under no circumstance shall any illumination of the playing field, court, or track be permitted after 11:00 p.m. except to conclude a scheduled event that was in progress before 11 p.m., and circumstances prevented its conclusion before 11 p.m.
- H. Lamp or Fixture Substitution. Should any light fixture regulated under this Section, or the type of light source therein, be changed after the permit has been issued, a change request must be submitted to the Zoning Administrator for his/her approval, together with adequate information to assure compliance with this code, which must be received prior to substitution.
- I. Administration. Outdoor lighting plans shall be reviewed by the Department. Approval of the plan shall be based on conformance with this Section. The Zoning Administrator has the discretion to require the re-direction of existing light fixtures when it is determined that the fixture is creating off-site glare.
- J. Plan Review. Lighting plans shall address the following criteria:
1. Back-light and light trespass to adjacent properties. Applicant must provide a site plan with photometric calculations at the property line. The maintained foot-candle levels can be no more 0.1 at the property line and 0.0 10' beyond the property line.
 2. Up-light and skyglow. Using the Back-light, Up-light and Glare (BUG) rating system, applicants must provide the luminaire specification sheets for all exterior fixtures showing no higher than a U0 for up-light. Exception: Luminaires with higher than U0 can be used if they are installed on the underside of an opaque surface that blocks all up-light (i.e. Soffits and canopies).
 3. Glare and luminaire brightness. Using the BUG rating system, applicants must provide luminaire specification sheets for all exterior fixtures showing no higher than a G1 in residential zones R1,R2 and R3; no higher than G2 in Mixed Use zones M1, M2 and M3 as well as public zones P; and G3 in Commercial and Industrial zones C1,C2 and I. Open zones, O shall not have luminaires with higher than a G0 rating.

CPA 2020-007

Incorporate River District Development Regulations in City Development Code

Amendments to City Development Code §10-4C-4(A)(2), as follow:

2. Residential Building Plan Submittal Requirements: Building permit packets for residential permits shall include electronic copies of the following:
 - a. Applications for Building, Mechanical, and Plumbing Permits, as applicable;
 - b. Residential energy code compliance worksheets;
 - c. For point load footings. ~~P~~rescriptive footing calculator worksheets, or engineered/stamped foundation plans;
 - d. ~~Confirmation of Type of~~ radon mitigation system proposed~~installation~~;
 - e. Truss drawings;
 - f. Floor joist layout and accompanying beam calculations, as applicable;
 - g. Full Plan Set:
 - i. Site Plan, to include:
 - aa. Building footprints;
 - bb. Location of driveway;
 - cc. Setback requirements dimensioned;
 - dd. Existing and proposed final site contours, in 2 foot intervals; and,
 - ee. Location, height and general design of any proposed retaining walls.
 - ii. Construction drawings, with code compliance references, as applicable.